

# MEETING MINUTES

Governing Board  
Glen Canyon Outdoor Academy

GCOA Mission: GCOA is committed to providing an active student-centered environment through outdoor expeditionary learning, collaborative teachers, and family and community engagement that will develop inquisitive explorers, cultivate creative thinkers and empower resilient learners.

Pursuant to Arizona Revised Statutes ("A.R.S.") § 38-431.02, notice is hereby given to the members of the Board of Directors of Glen Canyon Outdoor Academy and to the general public that the board will hold a meeting, open to the public as specified below. The Board of Directors reserves the right to change the order of items on the agenda, with the exception of public hearings set for a specified time.

Pursuant to A.R.S. §§38-431.03.A.1-A.7, the Board of Directors may go into Executive Session, which will not be open to the public, concerning any item on the agenda for discussion, consideration or consultations: (1) of employment issues related to a public officer, appointee or employee; (2) of records exempt by law from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained as confidential by state or federal law; (3) for legal advice with attorneys; (4) with attorneys regarding contract negotiations, pending or contemplated litigation or settlement discussions; (5) regarding negotiations with employee organizations; (6) regarding international, interstate or tribal negotiations; or (7) regarding negotiations for the purchase, sale or lease of real property.

**Date/Time: May 6th, 2025, 5:00 PM MST**

**Agenda Available: GCOA Elementary School at 835 Newburn Road and at [www.gcoacademy.org](http://www.gcoacademy.org)**

**Physical Meeting to be held at 835 Newburn Road in General Purpose Room/ You may enter through the main entrance as early as 4:55pm.**

**Virtual Meeting Access: Meeting ID: 954 1721 1816 Passcode: 203580**

## **ALL ITEMS ON THE AGENDA ARE OPEN FOR DISCUSSION AND POSSIBLE ACTION**

### MEETING AGENDA

#### I. Opening of Meeting

##### A. Call to Order at 5:05pm

##### B. Roll Call - Determine Quorum/ Present

- ☒ Gwen Lasslo
- ☒ Rochelle Russell
- ☐ Nancy Walker
- ☒ Erik Stanfield
- ☒ Rachell French

##### Others in Attendance

- ☒ Susan Pilkington

- ☒ Raini Goatson
- ☒ Nikki Jaborski
- ☒ Shadoe Schoppmann
- ☒ Hattie Williams

### C. Approval of Agenda

Review section V- Consent Agenda

Erik motions to move 5.3 to the regular agenda. Rachell seconds the motion. All in favor.

Erik motions to approve the agenda with the inclusion of 5.3. Rochelle seconds the motion. All in favor.

### II. Approval of Minutes

Erik motions to approve the minutes with a change to the date in previous minutes. Rachell seconds the motion. All in favor.

### III. Announcements and Comments

- A. Statements Concerning Call to the Public
- B. Call to the Public

### IV. Reports:

#### A. School Leadership Updates

##### 1. Finances

- a. Monthly Reports: [Balance Sheet](#), [FY24 990](#), [Cash Flow](#)
- b. Arizona Community Foundation
- c. AZCSP:
  - i. We hosted members of AZCSP which included professional development and a workshop.
- d. ESA funds: \$8251

##### 2. Facilities

- a. Building Project
  - i. CSDC is not willing to loan us the money to continue construction
  - ii. Meeting with the Arizona Community Foundation
- b. Leasing Options
  - i. Discussing options to purchase facility
  - ii. Looking at an additional 2 classrooms at other locations for students
- c. Playground
  - i. Constructed this summer

##### 3. Enrollment- 168 returning, 38 new students, 12 open spots

- a. Update from Shadoe: 167 returning, 42 new students, 9 open spots
- b. 1st and 2nd grade is full

##### 4. Staffing- 2 open positions

- a. 3rd/4th grade position open
- b. 5th/6th grade position open

##### 5. Academic

- a. Board Focus for next year- Board Training
- b. Training Susan attended for Board Meetings:
  - i. Changing focus, looking at data and student growth

- ii. Teacher and student spotlights
  - B. School Board Member Reports
    - a. PAC Updates- Rachel
      - i. Elm Street Fair- sale dirty sodas
      - ii. 8th Grade Promotion
      - iii. Staff Appreciation Week

V. Consent agenda- all items on this agenda will be considered by a single motion with no discussion unless requested otherwise by a board member.

Erik motions to approve all items on this agenda. Gwen seconds the motion. All in favor

1. Consideration and possible action to approve the following contracts for the 2025-2026 school year- Susan Pilkington

Name	Proposed Position	New Hire/ Returning
Ashley McDowd	Kindergarten Teacher	Returning
Savannah Stambaugh	1st/ 2nd Teacher	Returning
Mary Humm	1st/ 2nd Teacher	Returning
Kaleb McDowd	3rd/ 4th Teacher	Returning
Franchaska Yazzie	Paraprofessional	Returning
Nichollette Tso	Paraprofessional	Returning
Natalie Russell	Teacher-on-assignment, Primary Lead	Returning
Cathy Begay	Paraprofessional	Returning
Sadira Whiterock	Paraprofessional	Returning
Tori Savage	Paraprofessional	Returning
Rockhem Raclip	Specials Teacher	Returning
Dana Law	Specials Teacher	Returning
Melissa Castro	Special Education Teacher	Returning
Lenae Tsinnie	Special Education Paraprofessional	Returning
Kayla Chavez	Special Education	Returning

	Paraprofessional	
Shadoe Schoppmann	Family and Community Liaison	Returning
Sharelynn Hosteen	Paraprofessional	Returning
Whitney Wertz	Registrar	Returning
Susan Pilkington	Executive Director, Business Manager, Director of Special Education, School Psychologist	Returning
Leonard Edgewater	Custodian	Returning
Nikki Jaborski	Director of Operations	Returning

2. Consideration and possible action to approve the following change in contracts/ transfer of duty:

<b>Name:</b>	<b>Current Position:</b>	<b>Proposed Position:</b>
Maya Hibbard	Paraprofessional, sub 36	Paraprofessional, sub 30
Shannon Herbst	Teacher	Paraprofessional, sub 40
Julie Poulson	Paraprofessional, sub 36	Paraprofessional, sub 20

3. Consideration and possible action to approve the following terminations- Susan Pilkington
- Rochelle motions to approve the following terminations. Gwen seconds the motion. All in favor.
  - Suggestion: Exit Interviews being done during EOY checkout by Nikki with assistance from Gwen
  - Ryan Tracey is looking to shift to a contracted position
  - Suggestion: Sending employees who are not returning an exit questionnaire
  - Erik motion to approve the following terminations. Rachell seconds the motion. All in favor.

<b>Name</b>	<b>Position</b>	<b>Last Day of Work</b>	<b>Reason for Terming</b>	<b>Date submitted to board</b>
Ben Jensen	Behavior and	05/29/2025	Resignation	05/07/2025

	Paraprofessional Lead			
Jaden Games	Paraprofessional	05/23/2025	Resignation	05/07/2025
Deanne Wood	Teacher	05/23/2025	Resignation	05/07/2025
Tina Richardson	Paraprofessional	05/23/2025	Non-renewal	05/07/2025
Ryan Tracey	Teacher	05/23/2025	Resignation	05/07/2025
Rob Wulff	Teacher	05/23/2025	Resignation	05/07/2025

## VI. Business

1. Discussion, consideration, and possible action to approve the following changes to staff contracts:
  - a. 5% increase on all contracts that started prior to 01/01/2025
  - b. Increase to \$4000 from \$3000 for teaching contracts from the classroom site funds income source
    - i. Erik motions to discuss, consider, and take possible action the following changes to staff contracts. Rachell seconds the motion. All in favor.
    - ii. All staff would receive the 5% increase
    - iii. Classroom site funds would go to teaching staff only
    - iv. Erik motions to approve the following changes to staff contracts. Rachell seconds the motion. All in favor.
2. Discussion, consideration, and possible action to approve the following changes to benefits package:
  - a. Increase matching contribution for retirement funds in designated 401K from 50% up to 6% of salary to 50% up to 10% of salary, change effective June 16, 2025.
  - b. Allow staff to accrue up to 4 rollover days to add to future years PTO, no more than 16 rollover days can be added.
  - c. Reduction of days by 5 for returning staff.
    - i. Erik motion to discuss, consider, and take possible action to approve the following changes to benefits package. Rochelle seconds the motion. All in favor.
    - ii. All staff are eligible to participate in retirement benefits, including Part-time and Full-time employees

- iii. In the employee handbook, we are not in a position to pay out, but we would like for employees to be able to rollover 4 days to the next year.
  - iv. Returning staff will have 1 week of orientation and new staff will have 2 weeks of orientation.
  - v. Erik motions to approve the following changes to the benefits package. Rochelle seconds the motion. All in favor.
- 4. Discussion, consideration, and possible action to approve the [FERPA policy](#) and guidance - Susan Pilkington
  - a. Erik motions to discuss, consider, and take possible action to approve the FERPA policy and guidance. Rachell seconds the motion. All in favor.
  - b. This will be reviewed with the office staff to ensure policies are being met.
  - c. Rachell motions to approve the FERPA policy and guidance. Erik seconds the motion. All in favor.
- 5. Discussion, consideration, and possible action to approve the 2025-2026 [school calendar](#) and [staff calendar](#). - Susan Pilkington
  - a. Erik motions to discuss, consider, and take possible action to approve the 2025-2026 school calendar and staff calendar. Rochelle seconds the motion. All in favor
  - b. GCOA calendar also aligns and/or is similar to PUSD's calendar. The only difference is having one extra day in October for a long weekend, for Fall Break.
  - c. Rachell motions to approve the 2025-2026 school calendar and staff calendar. Rochell seconds the motion. All in favor.
- 6. Discussion, consideration, and possible action to approve the contract with Infinite Campus- Susan Pilkington
  - a. Erik motion to discuss, consider, and take possible action to approve the contract with Infinite Campus. Rachell seconds the motion. All in favor.
  - b. We've decided to leave PowerSchool due to poor customer service and other issues.
  - c. Erik motion to approve the contract with Infinite Campus. Rochelle seconds the motion. All in favor.
- 7. Discussion, consideration, and possible action to approve the [revised budget](#) for FY25- Susan Pilkington
  - a. Erik motions to discuss, consider, and take possible action to approve the revised budget for FY25. Rochelle seconds the motion. All in favor.

- b. Any funds we have left over goes to cash on hand, this then goes to our overall reserve. This year most of those funds will go to the playground.
  - c. Erik motions to approve the revised budget for FY25. Rachell seconds the motion. All in favor.
- 8. Discussion, consideration and possible action to approve the following new hires:
  - a. Erik motions to discuss, consider, and take possible action the following new hires. Rachell seconds the motion. All in favor.
  - b. Hattie was unanimously chosen as our next school leader, her contract begins June 1st, 2025.
  - c. Myles is joining our team from the PUSD, with 25 years of experience, and will be working in our 5th/6th grade.
  - d. Jacob will be working ELA with our 7th and 8th grade students.
  - e. Erik motions to approve the following new hires. Rochelle seconds the motion. All in favor.

Name	Position	Date of Hire
Hattie Williams	School Leader	June 1, 2025
Myles Beam	Teacher	July 21, 2025
Jacob Storey Gilleland	Teacher	July 21, 2025

- 9. Discussion regarding summer meeting schedule:
  - a. June 4, 2025- may move to later in June if conflicts
  - b. July 9, 2025-
  - c. August 14, 2025- Board Retreat- training and meeting day
    - i. Erik motions to discuss the summer meeting schedule. Rochelle seconds the motion. All in favor.
    - ii. June 18th next board meeting
    - iii. August 14th- Board Retreat, potential location: Coconino Community College

## VI. Closing of Meeting

### A. Next meeting - TBD

Next Meeting- June 18th, 2025

Erik motions to adjourn the meeting at 6:05 pm. Rachell seconds the motion. All in favor.

